

To request a Time Extension (TE) or Alternative Diversion Requirement (ADR), please complete and sign this request sheet and return it to your Office of Local Assistance (OLA) representative at the address below, along with any additional information requested by OLA staff. When all documentation has been received, your OLA representative will work with you to prepare for your appearance before the Board. If you have any questions about this process, please call (916) 341-6199 to be connected to your OLA representative.

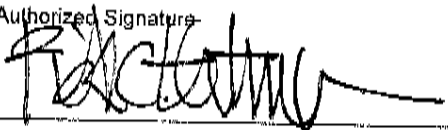
Mail completed documents to:

California Integrated Waste Management Board
Office of Local Assistance, (MS 25)
1001 I Street
PO Box 4025
Sacramento CA 95812-4025

General Instructions:

For a Time Extension complete Sections I, II, III-A, IV-A, and V.

For an Alternative Diversion Requirement complete Sections I, II, III-B, IV-B and V.

Section I: Jurisdiction Information and Certification <i>All respondents must complete this section.</i>			
I certify under penalty of perjury that the information in this document is true and correct to the best of my knowledge, and that I am authorized to make this certification on behalf of:			
Jurisdiction Name CITY OF HIGHLAND		County COUNTY OF SAN BERNARDINO	
Authorized Signature 		Title COMMUNITY DEVELOPMENT DEPARTMENT	
Type/Print Name of Person Signing RICK C. HARTMANN	Date November 24, 2004	Phone (909) 864-8732	
Person Completing This Form (please print or type) MELISSA MORGAN		Title ADMINISTRATIVE ANALYST	
Phone (909) 864-8732	E-mail Address melissa.morgan@cee.org	Fax (909) 862-3180	
Mailing Address 27215 BASE LINE	City HIGHLAND	State CA	ZIP Code 92346

Section II—Cover Sheet

This cover sheet is to be completed for each Time Extension (TE) or Alternative Diversion Requirement (ADR) requested.

1. Eligibility

Has your jurisdiction filed its Source Reduction and Recycling Element, Household Hazardous Waste Element, and Nondisposal Facility Element with the Board (must have been filed by July 1, 1998 if you are requesting an ADR)?

☐ No. If no, stop; not eligible for a TE or ADR.

☒ Yes. If yes, then eligible for a TE or ADR.

2. Specific Request and Length of Request

Please specify the request desired.

☒ **Time Extension Request**

Specific years requested 2003, 2004, 2005

Is this a second request? ☒ No ☐ Yes Specific years requested.
(**Note:** Requests for an additional extension will need to address why the jurisdiction's efforts to meet the 50% goal by the end of the first extension were not successful.)

☐ **Alternative Diversion Requirement Request (*Not allowed for Regional Agencies*).**

Specific ADR requested %, for the years .

Is this a second ADR request? ☐ No ☐ Yes Specific ADR requested %, for the years

(**Note:** Requests for an additional ADR will need to address why the jurisdiction's efforts to meet 50% by the end of the first ADR period were not successful.)

Note: Extensions may be requested anytime by a jurisdiction, but will only be effective in the years from January 1, 2000 to January 1, 2006. An original request for a TE/ADR may be granted for any period up to three years and subsequent requests for TE/ADR may extend the original request or be based on new circumstances but the total number of years for all requests cannot total more than five years or extend beyond January 1, 2006.

Section IIIA—TIME EXTENSION

Within this section, discuss your jurisdiction's progress in implementing diversion programs that were planned to achieve 50%. Provide any additional information that demonstrates "good faith effort." The CIWMB shall determine your jurisdiction's progress in demonstrating "good faith effort" towards complying with AB 939. Note: The answers to each question should be comprehensive and provide specific details regarding the jurisdiction's situation.

Attach additional sheets if necessary—please reference each response to the appropriate cell number (e.g., IIIA-1).

1. Why does your jurisdiction need more time to meet the 50% goal? Describe why SRRE selected programs did not achieve 50% diversion. Identify barriers to meeting the 50% goal and briefly indicate how they will be overcome.

Between 1995 and 1999 the City met the 25% diversion rate mandated by AB939, and was found to be in compliance. Although the City was implementing programs, it corrected errors in the disposal reporting systems. In a few instances the City challenged the State's defaults for employment, and consumer price index (1998-2000), to provide what the City believed would be more accurate adjustment factors. In 2000 the diversion rate of 52%, was achieved because of increased diversion tonnage from construction and demolition debris. Even with the City's vigilance of correcting erroneous solid waste figures and credits for annual anomalies, the City's underlying diversion declined dramatically since 2000 as described below. As the City was preparing for its' 2001/2002 biennial review it found that some of the Construction and Demolition diversion tonnages were not verifiable due to the failure of local recycling businesses not keeping accurate records. The City is requesting more time to expand and enhance its' current programs which will involve revising its' franchise agreements to provide more incentives for residents and businesses to recycle.

The following are barriers that have caused to City's diversion rate to stagnate:

- Currently, the City is implementing a mandatory trash collection system, where residents and businesses are not limit to the amount of waste disposed and collected by the City's Franchise Haulers. The only limitation under is the maximum size container allowed (no larger than 32 gallons) and the weight (if the trash can be carried to the curb the Hauler will dispose).
- The system has no incentives for recycling, but rather employs voluntary participation in recycling efforts.
- In the residential sector, property owners pays the same monthly rate of \$20.55 no matter how much trash is generated, or whether they participate in recycling. The cost for collecting recycled material is built into the monthly fee, without credit for increased recycling, there is no incentive to recycle.
- In the commercial sector, owners are charged for additional recycling dumpsters comparable to cost of regular trash dumpsters which reduces interest in source separating recycling and increases the contamination of potential recycling products.
- In many cases, businesses are violating the current Zoning Standard which requires all dumpsters be enclosed by a solid fence and gate (an not visible from the public right-of-way).
- Many small businesses only have room for one dumpster, making it difficult to place a recycling dumpster on-site.
- In terms of new commercial and residential construction development activities, the City has not been aggressive in enforcing its current C&D Ordinance (Ordinance No. 269), and it has been difficult for contractors to find local recycling facilities for wood, asphalt, and concrete.

2. Why does your jurisdiction need the amount of time requested? Describe any relevant circumstances in the jurisdiction that contribute to the need for a Time Extension.

The City is asking for the maximum allowable time extension to expand and enhance programs to increase the diversion rate. In order to expand or enhance certain programs, the City will need to enter into negotiations with both of its solid waste haulers to amicably amend the franchise agreements. These amendments will include specific diversion increasing programs. In addition, the City needs time to work closely with recycling businesses that handle the City's greenwaste and C&D waste to establish appropriate record keeping procedures acceptable to CIWMB. There is also an urgency to increase the enforcement of the City's existing C&D Ordinance (Ordinance No. 269) with contractors and City Building and Public Works Inspectors.

3. Describe your jurisdiction's Good Faith Efforts to implement the programs in its SRRE.

- The Haulers collect unlimited green waste collection at no additional cost to the residents. The material is taken to local green waste processors and used for mulch, green waste compost, various other soil amendments, and green waste alternative daily cover at local landfills.
- In addition to news releases, both franchise haulers distribute brochures to new homeowners and renters, source reduction material is also distributed at "Highland Nights" and "Annual Citrus Harvest Festival."
- In 2001, 2002, 2003 the City participated in State Department of Conservation Recycling Campaigns with the County of San Bernardino
- Recycling video library established in City Hall for public use and will eventually be placed at the City new Environmental Learning Center to be opened in 2006.
- Using a used oil block grant, City purchased a display structure and canopy to promote recycling at public events, such as, "Highland Nights" and the "Annual Citrus Harvest Festival." In 2000 the City Received a Dept of Conservation Grant for CRV recycling. A portion of the grant was used for the design and construction of a static display that emphasizes the importance of beverage container recycling and will be placed in the City's Environmental Learning Center (2002 est.).
- In 1996 a County consultant developed a Business Recycling and Waste Reduction Guide" and met with the Chamber of Commerce and other civic groups. Copies of this guide are available at City Hall and can be checked out by businesses.
- City Hall in-house recycling program for paper and beverage containers started in 1994.
- City Staff and both franchise haulers are available to conduct school assemblies.
- In 2000, the City started school assemblies with the City's recycling mascot, Re-Pete. April 2002, Re-Pete made a public appearance at the 16Th Annual Environmental Learning Expo hosted by Christopher Nance - KNBC-4 Meteorologist.
- In 1997, Cal Disposal initiated a paper recycling program at all public schools in the City,
- In 2000 City distributed CRV recycling containers at four (4) local schools with additional schools on the waiting list.
- Jacks Disposal Company Inc. started distributing larger 32 gallon recycling containers in 1999, and Cal Disposal Company distributed 32 gallon recycling containers in starting in 1998.
- The City Land Use and Development Code adopted to regulate recycling facilities. City monitors State Department of Conservation permits for current and new facilities in the City (convenience zones). Currently there are six (6) certified centers in the City. Both Franchise Haulers use regional recycling facilities (MRF and Composting).
- The City requires all recycling promotional programs incorporate recycled content materials (paper, plastic, etc.). In many cases this requirement is specified by recycling grant sources (i.e. Used Oil, and DOC - CRV Grants).
- Continue to participate with Zero Waste Communities (www.zerowastecommunities.org).
- Composting brochures displayed in waste management booth at Discover Highland Night and Citrus Harvest Festival. Both events track thousands of visitors.
- Mulching lawnmower rebate program. Started in 1995 and ended in 2002.
- City Hall recycling program was created as an on-going program as well as, the public works green waste program. The City encourages the procurement of reusable, repairable, durable, and recyclable products. The City purchases used office furniture and equipment.
- City Hall initiated department and staff e-mail, double sides copies, routing materials. City works with other jurisdictions to purchase recycled materials in bulk.
- City Hall created its own web page to publish demographics and public hearing notices and agendas www.ci.highland.ca.us
- In 2000 Planning Division began attaching conditions to new commercial/residential development for construction and demolition diversion and recycling plans. For example: *****
- In 2001 a Construction and Demolition Ordinance was approved by City Council (City Council Resolution No. 269).
- The City currently contracts with the County along with other local cities for the collection of HHW. A regional collection site is conveniently located near the southeast corner of the City.

4. Provide any additional relevant information that supports the request.

No additional information to be provided.

Section IIIB—ALTERNATIVE DIVERSION REQUIREMENT

Within this section, discuss your jurisdiction's progress in implementing diversion programs that were planned to achieve 50%. Provide any additional information that demonstrates "good faith effort." The CIWMB shall determine your jurisdiction's efforts in demonstrating "good faith effort" towards complying with AB 939. Note: The answers to each question should be comprehensive and provide specific details regarding the jurisdiction's situation.

Attach additional sheets if necessary—please reference each response to the appropriate cell number (e.g., IIIB-1.).

1. Why does your jurisdiction need an Alternative Diversion Requirement? Describe why SRRE selected programs did not achieve 50% diversion. Identify barriers to meeting the 50% goal and briefly indicate how they will be overcome.

2. Why is your jurisdiction requesting an Alternative Diversion Requirement in lieu of a Time Extension?

3. Describe your jurisdiction's Good Faith Efforts to implement the programs in its SRRE.

4. Describe any relevant circumstances in the jurisdiction that contribute to the need for an ADR. Provide any relevant information that supports the request.

Section IV A—PLAN OF CORRECTION

A Plan of Correction is required by PRC Section 41820(a)(6)(B). The plan is fundamentally a description of the actions the jurisdiction will take to meet the 50% goal by the expiration of the Time Extension.

Attach additional sheets if necessary.

Residential %		77%	Non-residential %		23%
PROGRAM TYPE Please use the Board's Program Types. The Program Glossary is online at: www.ciwmb.ca.gov/LGCentral/PARIS/Codes/Reduce.htm	NEW or EXPAND	DESCRIPTION OF PROGRAM	FUNDING SOURCE	DATE FULLY COMPLETED	ESTIMATED PERCENT DIVERSION
Commerical On-site Pickup	Expand	Expansion of the City's Commercial Recycling Program by continuing to work with both Haulers in an effort to place recycling containers at commercial and industrial sites. Currently only 9 of the commercial accounts serviced by Cal Disposal Company, Inc. and 9 from Jack's Disposal Inc. have recycling containers (cardboard and paper). To augment this program the City will reduce recycling dumpster fees and relax the Zoning Code related to placing dumpster within a trash enclosure. The goal here is to increase 2002 diversion tonnage by 100%.	General Fund	12/2005	1%
Residential Curbside	Expand	1. Expansion of the City's multi-family recycling program where recycling is problematic, by establishing and advertising convenient on-site locations for multi-family residents. A pilot program will be established with one of the City's largest apartment complex for evaluation. This can be accomplished by summer 2005. 2. Initiate Amendments to both Franchise Agreements: The City will reopen its Franchise Agreement s and start an automated "pilot program" by December 31, 2005, which may include variable can incentives witin one or two existing routes (i.e. 500-600 homes by Spring 2005). After initiation of the pilot program, the City will expand/fine tune the program City-wide.	General Fund	12/2005	1.5%
Residential Drop-off	Expand	The City will expand the beverage container drop off program by providing drop off locations at it's new park and sports complex.	Grant	12/2005	.5%
Wood waste Concrete/Asphalt/Rubble	Expand	Expand the City's Construction and Demolition Recycling Program by working closely with Haulers to increase their assistance with developers and contractors who request dumpsters for construction sites by educating them on proper segregation of material in accordance with C&D Ordinance No. 269. Continue to work closely with Building and Safety Inspectors to educate contractors about the City's C&D Ordinance, and closely monitor recycling contractors.	General Fund	12/2005	2%
Total Estimated Diversion Percent From New and/or Expanded Programs					5%
Current Diversion Rate Percent From Latest Annual Report					45%

		Total Planned Diversion Percent Estimated	50%
PROGRAMS SUPPORTING DIVERSION ACTIVITIES			
PROGRAM TYPE	NEW or EXPANDED	DESCRIPTION OF PROGRAM	DATE FULLY COMPLETED
Education	Expand	The City will expand it's current education program to include more mascot related educational items, i.e. a computer cd which will provide recycling games for children and young adults. (See Staff Report)	12/2005
Education	Expand	Expand the City's existing outreach program to include, the City's Recycling Video Library, location of new CRV drop off sites, Construction & Demolition Debris Ordinance, and Curb-side Recycling Program.	12/2005

Section IV B—GOAL ACHIEVEMENT

Goal Achievement describes the activities the jurisdiction will use to achieve the ADR.

Attach additional sheets if necessary..

Residential %		Non-residential %			
PROGRAM TYPE	NEW or EXPAND	DESCRIPTION OF PROGRAM	FUNDING SOURCE	DATE FULLY COMPLETED	ESTIMATED PERCENT DIVERSION
Please use the Board's Program Types. The Program Glossary is online at: www.ciwmb.ca.gov/LG/Central/PARIS/Codes/Reduce.htm					
		Total Estimated Diversion Percent From New and/or Expanded Programs			
		Current Diversion Rate Percent From Latest Annual Report			
		Total Planned Diversion Percent Estimated			
PROGRAMS SUPPORTING DIVERSION ACTIVITIES					
PROGRAM TYPE	NEW or EXPAND	DESCRIPTION OF PROGRAM	DATE FULLY COMPLETED		

Section V – PARIS

Office of Local Assistance staff will be reviewing your Jurisdiction's Planning Annual Report Information System (PARIS) database printout as part of the evaluation of your request. Should the Jurisdiction have updates or revisions to the program implementation from the latest Annual Report submitted to the Board, please attach to the application the Jurisdiction's PARIS database printout showing updates or revisions.

Contact your Office of Local Assistance Representative at (916) 341-6199 for a copy of PARIS, or go to the Board's website at www.ciwmb.ca.gov/LGCentral/PARIS/.